

**Community Preservation Committee
Meeting Minutes
October 17, 2017
7:30pm**

Town Manager's Conference Room, Town Hall Annex

In attendance were: Andrew Bengtson
Eugene Benson
Eric Helmuth
Leslie Mayer
Richard Murray
JoAnn Robinson
Charles Tirone
Not in attendance: Clarissa Rowe
Also in attendance: Jim Feeney, Assistant Town Manager
Amy Fidalgo, Management Analyst

1. **Meeting Opened:** Eric Helmuth called the meeting to order at 7:30pm. The Committee reviewed the meeting minutes of October 4, 2017. Amendments were suggested in sections C, E, and G. The Committee discussed how to best record amendments to the draft minutes made during the meeting. Eugene Benson moved to approve the minutes of October 4, 2017 as amended. Richard Murray seconded. All voted in favor.

2. **Discussion of Housing Corporation of Arlington (HCA) Preliminary Application for FY19 CPA Funding:** Andrew Bengtson summarized his meeting with Pam Hallett to discuss HCA's preliminary application for the Downing Square/Broadway Initiative. This is a single application for three buildings, 2 of which are in Downing Square, and 1 on Broadway. The reasoning behind putting these three buildings into one application is that HCA has more traction at the state level to secure low income housing tax credits. Pam Hallett talked the Committee through the timeline and funding sources document provided to the Committee. Pam Hallett said that once the application process starts with the state, HCA will know if their application is approved by July or August of 2018. Construction is estimated to take 15 months; HCA hopes that construction would be completed by the summer of 2020. Eugene Benson asked if HCA will designate how much money would be allocated to each project in their final application. Pam Hallett said that the Committee can make that determination, or HCA can make that determination.

Chuck Tirone asked if HCA has been keeping in mind how long it would take other Town commissions to review Downing Square. Pam Hallett said she plans to present to the Conservation Commission at two upcoming meetings. She added that HCA has already received their special permits. The Committee asked how HCA came up with \$500k for their preliminary application funding request. Pam Hallett said that it is easier to present a round number in order for the state to recognize committed funds. Pam Hallett added that she does not anticipate coming back to CPA to request further funding for this particular project. Leslie Mayer asked why CPA funding is listed under the "private equity" column on the funding source hand out. Pam Hallett commented that it could be moved to the public equity column. The Committee discussed what guidelines it will provide for HCA to include in their final application.

3. **Continued Review of Preliminary Applications for FY19 CPA Funding:** Eric Helmuth summarized the applicants who have been notified they should submit a final application, which include HCA, Old Schwamb Mill Barn, the Jason Russell House, Mystic River Watershed Association, and the Park and Recreation Commission. After discussion with A-Pool, they will not be submitting a final application. Eric Helmuth reported Clarissa Rowe plans on withdrawing the application from the Scenic Byway Committee. Eric Helmuth said that Amber Christoffersen of Mystic River Watershed Association understands why the Committee would be hesitant to fund Phase II of their project since Phase I has not yet begun. The steering committee for this project hopes to have more information by the time a final application is due, at which point it could shed more light on Phase II of the project. Eric Helmuth said that The Jason Russell House has informed him they will pay for the \$12k in oversight costs out of their own budget. The JRH will either delay the remaining \$5k of work until after Town Meeting, or roll these costs into their larger application.

Eric Helmuth said that the Hardy Playground will cost closer to \$150k per Jon Marshall. He added that a parents group has been encouraging this application, and they are not just advocating for a play area, they want the school department to develop a plan and study for reconstructing the larger playground at Hardy. The Committee discussed if funding a study for this purpose would be a good use of CPA funds. The Committee discussed how to advise the School Department regarding their final application. Richard Murray said he supported the project being supported by the Capital Planning Committee, and a study being funded by the CPA Committee. The Committee discussed that the School Department needed to decide how they would like to submit their final application or capital planning requests. The Committee discussed that it would like to see a long range plan regarding the property submitted with a final application.

JoAnn Robinson asked if Old Schwamb Mill will be submitting a master plan with their application. Eric Helmuth confirmed. Leslie Mayer mentioned that the Reservoir Master Plan will be holding their second public meeting on October 26, 2017.

4. **Other Business:** A Doodle poll will be sent out to determine the next Committee meeting in December in order to review final applications. Eugene Benson moved to adjourn at 8:40pm. Richard Murray seconded. All voted in favor.